

# Yellowstone County



FINANCE  
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Billings, MT 59107-5003

November 2, 2020

Board of Yellowstone County Commissioners  
P.O. Box 35000  
Billings, MT 59107

Dear Board Members:

Please accept this letter as a written confirmation of our department's intent on making a budget transfer within the Public Safety-Sheriff Fund.

Your Policy #18-121 in Section N gives my department the authority to move up to \$25,000 within a fund. This has been routinely performed over the years where unexpended funds are projected for that fund. These are then recapped both at the mid-year budget review and the end of year in a resolution for Board approval.

This letter is intended to inform the Board of our intent to move \$5,692.00 of budgeted expenditure authority from the S.O. Misc. Contingency account (2300.000.135.420180.850). This authority will be moved to the detention center's capital outlay-equipment account (2300.000.136.420200.940). This will allow for the acquisition of two 'semi-rugged' laptops. These units are needed to replace laptops that we are required to provide for medical care use at the facility.

As stated above, these changes will be listed with other transfers and adjustments given to the Board for approval at the mid-year budget meeting for FY21.

Thank you for your time and consideration in this matter.

Sincerely,

A handwritten signature in blue ink that reads "Kevan Bryan".

Kevan Bryan  
Finance & Budget Director